

EXHIBIT A

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Subject: New York Scheduling Legislation Goes Live Today
Attachments: Form - Partner Availability and Good Faith Est - US - NYC (editable PDF).pdf; Form - Schedule Change Log - New York City.pdf; New York scheduling rules - SM NTK.PDF

Dear partners,

Today marks the launch of the New York Scheduling Legislation designed to provide a stable, more predictable schedule that promotes greater economic security to retail and food service workers. Our partners have always been at the center of Starbucks and everything we do demonstrates our commitment to the Mission: to inspire and nurture the human spirit-one person, one cup, one neighborhood at a time. As leaders, each week brings hundreds of opportunities to create the human connection and be the bright spot in our partners' and customers' lives. As you are leading through this change with our partners, please keep our Mission, the North Star Agenda and the intention of this legislation at the forefront of your conversations.

Starbucks is fully committed to providing our partners with a schedule that is stable and predictable and offers opportunities for economic growth and security. The New York City Fair Workweek Law promotes this commitment by requiring that:

- New partners receive a good faith estimate of hours upon hire (attached for your convenience).
- All partners be provided with an eleven-hour period of rest between shifts, which span over a period of two days (e.g. clopenings).
- Schedules be published and posted a minimum of 2 weeks out.
- Partners receive predictability pay for schedule changes made with less than 14 days of notice.
- Additional shifts be offered to existing partners prior to hiring.

Consistent with our commitment to predictable scheduling and to comply with the New York City Fair Workweek Law, Starbucks reinforces the following:

- Schedule Change Log should be attached to your Daily Records Book and in use effective today (attached for your convenience).
- Changes to schedules initiated by either a SM, ASM, or SS with less than 14 days of notice will trigger predictability pay to the affected partners.

- Changes to schedules initiated by partners will not trigger predictability pay. Partners who request a schedule change (with less than 14 days of notice) must document their request by completing the Schedule Change Log.
- Changes to schedules falling under one of the exceptions provided by law will not trigger predictability pay. Consult Store Manager Need to Know for exceptions.
- If unclear who is initiating the change to schedule (partner or store), DMs or the PRSC must be consulted.
- All changes to scheduling made with less than 14 days of notice must be logged in the Schedule Change Log. All tabs in this Log must be completed, including the reason code, partner consent, and authorization by supervisor.
- Time worked = Time paid
- Before hiring any new partners, for 3 consecutive days, open shifts must be posted concurrently in the home store where the shift is available, as well as all other stores in the home store's borough. Priority is given to partners working in the home store. Partners working in all other stores in the borough get priority over new hires. You will receive additional information for your respective borough next week.
- Store Managers must review Store Manager Need to Know for additional information about their responsibilities under the law.
- Store Managers must review Barista Need to Know with baristas and shifts supervisors.
- Baristas and shift supervisors must sign New York Scheduling Rules Acknowledgement, acknowledging their rights and responsibilities under the law.
- Schedules, Schedule Change Logs, and Shift Postings must be retained for 3 years and returned to the Regional Office on a quarterly basis in a folder marked with store name, store number, SM name, Quarter #, and Fiscal Year.

Regional Directors, District Managers, and Partner Resources are all available to support the stores in the implementation of the law and answer any questions that may arise. We appreciate your partnership in furtherance of our commitment to provide our partners with stable scheduling and opportunity for growth.

On behalf of the entire New York Metro Leadership team, we appreciate your commitment to creating a great work environment for our partners and thank you for your leadership.

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